

JOB OPPORTUNITY BULLETIN

OFFICE OF LEGISLATIVE COUNSEL LEGISLATIVE DATA CENTER



POSITION: INFORMATION TECHNOLOGY SPECIALIST III (7DP044) (EQUIVALENT TO: SYSTEMS SOFTWARE SPECIALIST III (TECHNICAL))

JOB LOCATION: SACRAMENTO, CALIFORNIA
FINAL FILING DATE: DECEMBER 6, 2007

SALARY: \$6,114 – \$7,804

DUTIES AND RESPONSIBILITIES: Under the direction of the Quality Control Manager, the Information Technology Specialist (ITS) III is the most senior technical lead in the Quality Control (QC) Section of the Legislative Data Center. The ITS III provides overall technical direction for implementation of the QC architecture for the LDC Enterprise Portfolio of products and services. The ITS III acts as a technical advisor and consultant to the Data Center's management, staff and customers in solving complex system problems and achieving the most effective use of available software tools and methodologies. The ITS III is the lead technical expert on the use of software testing technologies to validate the development results of complex business applications, validation of quality for the implementation of new information technology services, and effective use of automated testing tools. The Legislative computer network is a most complex, multi-vendor information technology environment. The computer systems supported are critical to meeting the business requirements of the California State Legislature and Legislative Support organizations. The ITS III acts as a technical project manager on complex projects of high to extreme risk where the consequences of failure could have an adverse to extremely high adverse impact on the business success of the Data Center. The ITS III will lead the development and execution of test specifications and test plans using LDC's test tools (e.g.: automation & performance/load testing) to create, record, execute, document, and manage test efforts. The ITS III will lead teams of Information Technology Specialist I's and II's on the most complex projects of high risk where the consequences of failure could have a high adverse impact on the business success of the Data Center.

WHO MAY APPLY: Applicants need not be a current or former State employee nor be on a State exam list to apply, but need to meet the Minimum Qualifications listed below. It is your responsibility to make sure that you meet the minimum qualifications listed below. Your signature on your application indicates that you have read, understood, and possess the minimum qualifications required. Under the LDC's position-specific selection program, candidates do not have to be on a State list in order to apply. LDC may use this selection process for up to one year to fill other vacancies, where job-related knowledge, skills, abilities and behaviors are the same or substantially similar to this advertised position. Applications will be screened and interviews scheduled for those candidates possessing the best qualifications and experience. Subject to SROA/Surplus. Please note that an Information Technology Specialist III belongs to Work Week Group (WWG) E. No employee in a classification assigned to WWG E shall have his/her salary reduced for absences of less than an entire day. However, there is also no overtime provision for a WWG E employee if he/she works in excess of 40 hours per week.

HOW TO APPLY: Submit a standard state application and resume which demonstrates that you meet the Minimum Qualifications listed below to the Office of Legislative Counsel Personnel Office, Attn: H. Chu, 925 L Street, Suite 900, Sacramento, CA 95814. Applications must be received in the personnel office by 5:00 p.m., Thursday, December 6, 2007, or be postmarked by this date. **You must include on your application the alpha-numeric process indicator number 7DP044 after the position title on your application. Applications that do not contain the process indicator number will not be processed.** Please note on your application how you heard about this position. Technical questions regarding the position may be directed to Janet Fong at (916) 341-8820. Questions regarding the application process may be directed to Personnel at (916) 341-8330.

CONTINUED ON THE REVERSE

MINIMUM QUALIFICATIONS: A minimum of four (4) years of hands-on experience working on quality control processes that include requirements traceability, defect identification, performance, capacity, security, recovery, white box, and black box testing. A minimum of two (2) years of experience using automated software testing tools. Demonstrated experience preparing and executing test approaches and detailed test plans and test cases. Demonstrated ability to develop test scripts and test data; to create and execute software tests using automated tools; and to educate information technology staff in the use of testing methodologies and standards. Demonstrated experience in leading teams and QC projects. Ability to manage workload, meet deadlines, and coordinate the work in a project team. Demonstrated knowledge of project management tools and techniques. Ability to think tactically and strategically to provide information technology testing solutions and services that meet customers' needs. Ability to establish and maintain cooperative working relationships with customers, team members, peers, managers and executive staff. Excellent oral and written communications skills. Ability to effectively lead a project team.

DESIRABLE QUALIFICATIONS: Demonstrated programming experience in C/C++, Java, SQL or other web technology programming language. Proficiency in Unix, Linux, Solaris, or Windows server administration. Demonstrated experience developing, tuning and maintaining automated tests on multi-tier applications (e.g.: J2EE, Oracle, and WebLogic). Demonstrated experience using Mercury Interactive Products: Test Director, WinRunner, Quality Center, QuickTest Professional (QTP), or LoadRunner. Demonstrated experience in leading quality control staff in ensuring that product functionality complies with system specifications. Demonstrated experience in leading staff and developing, implementing, and maintaining test plans and test cases for testing application systems. Demonstrated lead experience and "hands-on" ability to thoroughly test products through all phases of the development life cycle (unit testing, regression/integration testing, end-to-end testing). Ability to work with various cross-functional teams to ensure issues are addressed quickly and with quality results. Demonstrated ability to interpret and communicate product readiness, level of quality, and results to customers, project teams, and quality control staff. Demonstrated ability to coach and train less experienced quality control team members and customers as needed.

SELECTION INFORMATION

The Office of Legislative Counsel is an equal opportunity employer to all regardless of race, color, creed, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

It is an objective of the State of California to achieve a drug-free workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

OTHER RELATED INFORMATION

The Office of Legislative Counsel reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

At the conclusion of a selection process, the Office of Legislative Counsel reserves the right to establish a pool of eligibles comprised of the most qualified candidates who competed in the process. This pool may be used to fill subsequent vacancies which require substantially similar knowledge, skills, abilities and behaviors. Such pools can be used for a period not to exceed one year from the final filing date of the original selection process.

Applications are available at State Personnel Board Offices, local offices of the Employment Development Department and the Office of Legislative Counsel Personnel Office. The application form (Std. 678) is also available in several formats on the State Personnel Board's website at: <http://www.spb.ca.gov/jobs/stateapp.htm>

THIS IS A COMPETITIVE PROCESS: If you meet the minimum qualifications stated on this bulletin, you may file for this position. Possession of these qualifications does not guarantee inclusion in the selection process. Your performance in the selection process will be compared with the performance of all others who participate in this process, and does not guarantee an appointment to the position.

Interview Scope: If an interview is conducted, in addition to the minimum and desirable qualifications described on this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of experience. Evaluation of a candidate's personal development will include consideration of recognition of training needs; plans for self-development; and the progress made in efforts toward self-development.

California Relay Service TDD: 1-800-735-2929 Voice: 1-800-735-2922